

UTAH BRAIN INJURY COUNCIL

Meeting Minutes

March 11, 2010

In Attendance

Nita Smith

Stacey Cummings

Kevin Condra

Ron Roskos

Steve Wrigley

Kris Fawson (by phone)

Joyce Dolcourt (by phone)

Rick Hunt (by phone)

Mike Conn

Sue Dubois

Troy Roper

Judith Holt (by phone)

Mike Argyle

Glen Larsen

Jennifer Wright

Robert Anderson

Review of Minutes

Minutes were accepted as written.

New Grant

Congratulations to all! The new grant was awarded. Many people were competing but only 3 were awarded. Great job! We do not yet have the official award documentation but have been told we will receive it. We are planning a tentative news release on April 12, 2010. We wanted to wait for the official notice.

Sue has a radio interview tomorrow on a local station talking about the efforts in Cache County. It was decided to not mention the new grant as official word is not out yet.

Joyce asked about the process of transitioning from the old grant to the new grant. The old grant will close March 31, 2010, no carryover, will spend out. New contract starts April 1, 2010, new contracts etc. will need to be signed. Grant is \$1 million total for 4 years \$250,000 each year of the contract.

Action Plan

We need a revised Action Plan related to new grant, strategic plan leads new action plan. Nita is reviewing and drafting, will attempt to create something, subject to correction by Judith.

We need plan to coordinate what work groups will do including which tasks and how to report back. Committees should review current information and be ready to talk about possibilities at next meeting on April 8th. We may need to meet monthly for a while with the new grant.

New Members Needed

We want to move forward to find new members for committees now that we can count on a new grant. In particular we need family members, survivors, and case managers. We also want to get the VA and pediatric practitioners involved; we need representation from the Latino and

Indian populations. Rural is a bonus. There is a letter available that gives information about being a member of the committee, ask Jennifer if you'd like to send it to someone.

New Meeting Time?

Do we need a different meeting time? Is the current time hard for professionals etc? Jennifer will send a survey to all members via e-majl asking what time is best. We will also try to reserve a room where everyone does not have to go through security at UDOH.

Financials

Goal is 100% paid out by March 31, 2010. Need in kind forms done as we may be short on documentation of in kind support. Steve will send form – fax back to Mel or Steve @ number in email. Kevin said individuals could look at what was identified from your agency as in-kind for the new grant as one indicator of whether you dedicated at least this same level of support on the old grant. Some discussion about if we need actual hours or if percentages or other estimates might work, Judith thinks actual hours are needed, will investigate further to create plan for new grant. Kevin said the Exec Committee wants to give at least quarterly updates on financials.

Clarification needed on new grant indirect costs – admin costs? – question can USU take indirect as well? DLC \$3500.00 to new grant.

Pilot Community Report from Sue

a. Cache

Brain Injury Awareness Month in March

March 27 upcoming conference, please send word out

Clarified ok to count presenters time and conference prep time as in kind if they sign a statement.

First responder and Law enforcement training done, getting good feedback.

b. St. George

Nita did training for St George police, very appreciative and good feedback

More training coming and conference

- Ron did training in Spanish Fork, got positive feedback and a lead to now do Sandy City.
- Steve did Davis & Heber is coming – maybe we should use professional associations for police etc to make contact, maybe Sheriff organizations, need to pursue link with judges as well.
- Sue said the first responder training can be done by web training at BATC
- Ron said some feedback available, good so far, people like the “think twice” video, hope the training will remain ongoing
- Steve said we need to access county CITS
- The Brain Injury ID is out there, it is voluntary, some people think it really needs a photo to be valid, people seem excited about the idea in general.

Subcommittee Report

a. Website and Information and Resources

Designing survey asking case managers what they would like to see in a resource web page. Looking at what does the system look like now where they work, what is the makeup of current clients, what would they want if design a new system? Draft almost done of survey, next step is to pilot survey, Jennifer offered to take the survey to the association of case managers and get feedback.

b. Sustainability and Community Initiatives

The committee will focus on MOE's etc. as we go forward with new grant

c. Training and Education

DCFS materials are ready, will hand out next week (CDs), DRS training should be ready the week after that. Trainings scheduled in Cedar City & Juvenile Justice this month as well. Judith will be giving them materials to present including scripts, CDs, handouts etc.

Other

We need to add some of Executive committee information to the website. Kevin is working on getting a new website address for their grant, will have links to BIAU and other partners. The website should include information about how to get involved if people are interested. Kevin and Ron will work on details. Jennifer would like to add "list of accomplishments" and "what is up next" summaries. We should have language existing in the grant application that covers that but we might need to update. Also like a map with resources or local contacts like BIAU site. We need to decide who will house all training materials, Ron offered BIAU site to act as clearinghouse/central warehouse for training materials, all present agreed.

Remember March is Brain Injury Awareness Month!

Next Meeting

April 8, 2010, time to be announced pending results of email survey.